

# DAC Digest

*December 2, 2015*

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## **NOTES FROM THE DIRECTOR**

### **ACCESS for ELLs Software Update for Speaking**

ACCESS for ELLs testing begins on Monday, December 7.

- On PCs, Macs, and Chromebooks, all four domains will be available for testing.
- Android and iPad clients will be able to test in the Listening, Reading, and Writing Domains. Updates for the Speaking Domain on those devices will be available in the next few weeks.
- Students taking Kindergarten, Alternate Access, and those who have paper-based accommodations can test all domains as of December 7 as well.

DRC will send a notice via the WIDA AMS when new downloads for the Android and iPad clients are available. Once installed, the Speaking domain will be available for those platforms.

### **Statewide Data Release/Embargo Update for Badger, ACT, and DLM**

A release of state-level data is scheduled for Wednesday, January 13. **The release will provide state-level results in PDF format for the public (including media), not in the WISEdash Public Portal.** In preparation for that release, here are the data you can expect:

- Student-level DLM data download files will be available in [SAFE](#) tomorrow, December 3 (see more detailed information in the “SAFE Update” section below).
- Summary download files with Badger/DLM and ACT/DLM data will be available in SAFE the week of January 4.

**The embargo on local Badger, ACT, and DLM results will be in effect until the state-level data release on January 13, 2016.** To support you with any communications you may choose to do as part of the lifted embargo, here is what you can expect from us via SAFE beginning the week of January 4:

- a template for showing local data
- a template for a local media release
- sample letter to parents
- guidance for protecting student-level information when releasing data publicly

These materials will be available via SAFE beginning the week of January 4.

Several teams here at DPI are working to load, clean, and quality assure data, as well as update both the secure and public dashboards. As you know, this has been a unique and complicated process given the results from multiple new assessments. So that you may use the performance data to inform your school improvement planning and deepen local conversations with educators, leaders, and the public, data will be made available via SAFE during the week of January 4 as outlined above, and the embargo will be lifted on January 13.

As always, we'll provide more information about the availability of data in the secure and public dashboards as we have it. This is an ongoing process, and we thank you for your patience.

### **SAFE Update**

- DLM student records have been uploaded to SAFE, and will be available to districts as of Thursday, December 3 under the report topic "Badger-DLM-ACT Student Data" (same location as student-level Badger data file). There is one download file for each district containing the DLM records for each student in the district.
- Badger Percentile Tables have been loaded as a resource under this report topic as well. Districts are free to use this internally, but it is embargoed (like Badger results) until the statewide release.

### **District Technology Coordinator (DTC) List**

Earlier this fall, OSA requested the names of every DTC in order to support distribution of important tech-related assessment information. That list has now been published, and can be accessed on our [webpage](#). Please check the list to ensure your DTC is included. If it is missing, or if information needs to be updated, please submit a [DTC Update Form](#).

### **OEA/OSA Newsletter**

With the flurry right before the Thanksgiving holiday, some of you may have missed the release of the OEA/OSA quarterly newsletter. You may access it on our [webpage](#).

### **December Staffing at DPI**

I know that this month is filled with many activities in districts throughout the state. It's hard to believe we are at the end of the year already. Our offices will not be open on December 24-25 and 31, as well as New Year's Day. The week between the Christmas and New Years is also lightly staffed. Please keep this in mind if you don't hear from us immediately during those periods.

~Troy

Troy Couillard, Director - Office of Student Assessment

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## **WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATE**

### **FORWARD EXAM**

- Those selected for our December 8-9 Item Review were notified last week. There will be more opportunities for educators to get involved in the future. As opportunities arise, we will alert you through the DAC Digest, as well as provide information on our [educator involvement](#) page.
- **Reminder:** As DPI is in the process of implementing the Wisconsin Forward Exam, it has not yet been determined what accommodations or supports will be available to students with disabilities. Once this information is known, an I-7 model form for the Forward Exam will be developed. A student's IEP may be revised to include this form outside of an IEP team meeting if agreed upon by the parent. We are suggesting that school districts wait until the form is developed and then revise the IEP accordingly.

## **ACT HIGH SCHOOL ASSESSMENTS**

### **ACT plus Writing**

- **NEW: Test Administration Training:**
  - As a result of the extension of the ACT-approved accommodations request window, and to allow adequate time for test coordinators to complete the accommodation requests, the Test Administration online Q&A Training Session for the ACT and ACT WorkKeys is rescheduled to **December 15, 2015**. More information will become available later.
- **Reminder: Online Accommodations Requests**
  - The deadline for schools to submit ACT accommodations requests in the Test Accessibility & Accommodations System (TAA) is **Friday, December 4**.
  - Specific information regarding the online accommodations process is available in the TAA User Guide and the video modules in the [ACT Accommodations webpage](#).
  - Contact the ACT customer service at [1-800-553-6244 ext 1788](tel:1-800-553-6244) or email [ACTStateAccoms@act.org](mailto:ACTStateAccoms@act.org) for specific questions regarding accommodations.

### **ACCESS for ELLs**

- **NEW:** Please ensure that student demographics and accommodations are correct in the WIDA AMS and make corrections as necessary. New students should be added to the WIDA AMS with this information filled in.
- **NEW:** An update to the Speaking domain for Android and iPad will be released in the next few weeks. Look for an email from DRC announcing the availability of the updated applications.
- **REMINDER:** ACCESS for ELLs test window opens December 7th and runs through February 5th. Test Session creation is now open. Once you have created test sessions and populated them with students, you'll be able to print test tickets.
- **REMINDER:** Test Materials should have arrived in your district. Please inventory materials and order any additional materials needed through the WIDA AMS after December 3rd.
- **REMINDER:** Please work with private schools in your district to ensure that their students are uploaded into the WIDA AMS.

### **DYNAMIC LEARNING MAPS (DLM)**

- Continue working on and communicating the tasks listed below in the "Important Tasks to Remember" section.
- Access DLM student data in SAFE starting December 3 as noted above.

### **PALS**

- The optional PALS mid-year screening window opens on January 11, 2016 and remains open until February 19, 2016.
- **REMINDER:** Refer to the [Assessment of Reading Readiness, 2016-17 School Year](#) guidance document prepared by DPI regarding the new requirements for assessing students for reading readiness for the 2016-17 school year.

### **NAEP (selected schools only)**

- NAEP field staff are currently contacting designated NAEP School Coordinators to schedule introductory phone calls.
- Pre-assessment packets should have arrived in schools yesterday, December 1.
- NAEP School Coordinators can begin work on pre-assessment tasks in MyNAEP ([www.mynaep.com](http://www.mynaep.com)), under the *Prepare for Assessment* link, beginning December 7 (some but not all links to tasks may be active before then).

### **DAC DIGEST DIGESTIBLES** (Dates/tasks that are newly added this week are in **bold**)

<b>Important Dates to Remember</b>		
December	<b>1: NAEP pre-assessment packets arrive in schools selected for NAEP</b>	<b>NAEP</b>
	3: Window opens to order additional ACCESS materials	ACCESS
	4: Deadline to submit requests for ACT-approved accommodations - NEW DUE DATE	ACT
	<b>7 - February 5: ACCESS for ELLs Testing Window</b>	<b>ACCESS</b>
	<b>7 - 31: NAEP pre-assessment tasks should be completed on MyNAEP by designated NAEP School Coordinators</b>	<b>NAEP</b>
	8 - 9: Forward Exam Item Review Meeting	Forward
	<b>15: Test Administration Q&amp;A Training Session for ACT and ACT WorkKeys 10-11am - NEW DATE</b>	<b>ACT</b>
January	<b>5 - 13: Window for test coordinator to verify testing enrollment online and to order ACT WorkKeys standard time and accommodations test materials online (more info to come)</b>	<b>ACT/ WorkKeys</b>
	<b>15: Deadline for test coordinator to submit off-site proposal, if applicable, for the ACT and ACT WorkKeys.</b>	<b>ACT/ WorkKeys</b>
	<b>18 - February 24: Window for test coordinator to prepare for testing by:</b> <ul style="list-style-type: none"> <li>• Reviewing the status of all examinees' ACT-approved accommodations requests in TAA</li> <li>• Running an advanced search in TAA to create a preliminary roster of examinees</li> </ul>	<b>ACT</b>
	<b>11 - February 19: PALS optional mid-year screening window</b>	<b>PALS</b>
	<b>12 - February 12: ACCESS Test Materials can be shipped to DRC</b>	<b>ACCESS</b>
	<b>29: Deadline to submit reconsideration requests of ACT-approved accommodations in TAA.</b>	<b>ACT</b>
	<b>29: Last day to order additional Test Materials</b>	<b>ACCESS</b>

Important Tasks to Remember		
<input type="checkbox"/>	Work with private schools to upload student rosters into WIDA AMS	ACCESS
<input type="checkbox"/>	Inventory ACCESS test materials when they arrive, order additional materials December 3rd	ACCESS
<input type="checkbox"/>	Upload and update Accommodations and Demographic Info in the WIDA AMS	ACCESS
<input type="checkbox"/>	TCs request Trusted Agent Access	ACT
<input type="checkbox"/>	TCs request Test Accommodations Coordinator (TAC) Access for themselves or other staff	ACT
<input type="checkbox"/>	TACs submit Accommodations requests online <b>by Friday, December 4</b>	ACT
<input type="checkbox"/>	Review ACT Aspire Portal users to ensure information is accurate and up-to-date	Aspire
<input type="checkbox"/>	Activate DLM user accounts in Educator Portal at least one week prior to needing access to required Test Administration training on Moodle	DLM
<input type="checkbox"/>	Tech coordinators can access and download KITE Client; all testing devices must be updated for spring 2016	DLM
<input type="checkbox"/>	DLM ISRs should be downloaded, reviewed, and distributed to parents/guardians ASAP	DLM
<input type="checkbox"/>	Review <a href="#">DLM Science Test information</a>	DLM
<input type="checkbox"/>	Review <a href="#">Important Updates Regarding DLM's KITE Educator Portal and Individual Student Score Reports</a>	DLM
<input type="checkbox"/>	<b>Begin uploading Student Enrollments and Rosters using the new templates available on the <a href="#">DLM Website</a></b>	<b>DLM</b>
<input type="checkbox"/>	Check out <a href="#">DRC's online test demo</a>	Forward
<input type="checkbox"/>	Provide student results from PALS to parents/guardians (see above)	PALS
<input type="checkbox"/>	Upload student data into the PALS Online Score Entry and Reporting System ( <i>Information on the steps required to perform this upload can be found <a href="#">HERE</a></i> )	PALS
<input type="checkbox"/>	Review <a href="#">2016-2017 Reading Readiness guidance from DPI</a>	PALS
<input type="checkbox"/>	<b>Check <a href="#">DTC List</a>; <a href="#">update</a> if needed.</b>	<b>General</b>
<input type="checkbox"/>	<b>Review <a href="#">OEA/OSA Quarterly Newsletter</a></b>	<b>General</b>
<input type="checkbox"/>	Check out the new <a href="#">Strategic Assessment webpage, video, and charts</a>	General
<input type="checkbox"/>	Establish time within weekly administrative schedule to review weekly DAC Digest, act upon items as appropriate, and communicate to relevant staff	General